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24th October, 1960.

COCOM Document Sub-C(60)3

COORDINATING COMMITTEE

REPORT OF THE CHAIRMAN

OF THE

BUDGET WORKING GROUP

Reference: COCOM Document No. 4173.

The Budget Working Group, as appointed by the Committee in COCOM Document 4173, met on several occasions to establish the general principles governing the Committee's financial activities. In accordance with these principles, the Chairman proposed a draft budget for the financial year 1961, which was discussed and agreed by the Group. Their findings, annexed hereto, are submitted to the Committee for its approval.

Annex 1: General principles concerning the budget.

Annex 2: Suggested Budget.

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ANNEX 1 to
COCOM Document Sub-C(60)3

GENERAL PRINCIPLES CONCERNING THE BUDGET

Reference: COCOM Document No. 4173.

- I (a) The financial year of the Committee begins on January 1st and ends on December 31st of each year.
- (b) The Draft Budget is prepared by the Chairman who submits it to the Committee for approval by October 31st of each year.
- (c) The Committee should make its decision, following a discussion within the Sub-Committee, by the 15th December.
- (d) The management of the Budget is the responsibility of the Chairman who will submit each year a Record of Income and Expenditure to the Sub-Committee on Budget.
- (e) A Record of Income and Expenditure under main heads, together with a Report by the Chairman of the Sub-Committee on Budget, will be submitted to the Committee for approval by the end of February of each year.
- II The Budget consists of the following heads:
1. Income: Member Countries' contributions, whether in kind or in cash.
 2. Expenditure: Staff and operating expenses.
- III Cash Reserve
- The Cash Reserve is meant to provide for urgent expenses; pending the payment of contributions. It is constituted by cash contributions, and by the credit balance of each financial year.
- IV All items placed at the Committee's disposal remain the property of those Administrations who supplied them.

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ANNEX 2 to
COCOM Document Sub-C(60)3DRAFT BUDGET 1st JANUARY 1961 - 31st DECEMBER 1961INCOME

| | | <u>New Francs</u> | |
|-----------------------------|--------------|--------------------|--------------------|
| <u>Country</u> | <u>Cash</u> | | <u>Kind</u> |
| 1. Belgium | 7.200 | | |
| 2. Canada | 10.800 | | |
| 3. Denmark | 6.000 | | |
| 4. France | 36.000 | 3.624 | (1) |
| 5. Germany | 3.600 | 54.840 | |
| 6. Greece | 6.000 | | |
| 7. Italy | | 67.800 | |
| 8. Japan | 6.000 | | |
| 9. Luxembourg (see Belgium) | | | |
| 10. Netherlands | 7.200 | | |
| 11. Norway | 6.000 | | |
| 12. Portugal | 6.000 | | |
| 13. Turkey | 6.000 | | |
| 14. United Kingdom | 40.000 | (3) | |
| 15. United States | | 116.292 | |
| | <u>TOTAL</u> | <u>140.800</u> | <u>242.556 (2)</u> |
| | | <u>383.356 (4)</u> | <u>=====</u> |

Remarks

- (1) Fluctuating amount for regular interpretation.
- (2) Contributions in kind for 1961 are the same as for 1960, except for a slight increase in those of the Italian and United States Delegations.
- (3) This annual contribution of the order of NF 40.000 per annum would appear to be appropriate.
- (4) The credit balance will constitute the first contribution to the cash reserve as stipulated under General Principle No. III.

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ANNEX 2 (contd.)
COCOM Document Sub-C(60)3EXPENDITURE1st January - 31st December 1961

| | | <u>New Francs</u> | |
|-------------|---|-------------------|------------------------|
| | | <u>CASH</u> | <u>KIND</u> |
| <u>Head</u> | | | |
| 1. | Staff | 301.440 | 69.684 231.756 |
| 2. | Office supplies | 10.800 | 10.800 |
| 3. | a) Rent | 40.000 | 40.000 |
| | b) Rates | 8.159 | 8.159 |
| 4. | Office maintenance | 10.560 | 10.560 |
| 5. | Maintenance of office equipment and supplies | 2,400 | 2.400 |
| 6. | Miscellaneous | 6.000 | 6.000 |
| | | <u>379.359</u> | <u>136.803 242.556</u> |
| | | ===== | |
| | | | 379.359 |
| | | | ===== |

Remarks

1. Including expenses for the two diplomats.
2. This item refers to the paper, etc. for the monotype machine supplied by the United States Government.
3. Heating, lighting offices and staircase, lift, etc.
4. Repairs to furniture, telephone, cleaning, etc.
5. Maintenance of typewriters, monotype machine, calculating machine, etc. and supplies.
6. Replacement of bulbs, purchase of furnishings and cleaning materials, travelling expenses, postal charges, technical magazines, books, dictionaries, etc.

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